



**Caucus & Regular Council Meeting Minutes**  
**Tuesday, January 26, 2021**  
**7:00 p.m.**

**\*Note – Meeting held hybrid with Council in-person and public participation via Zoom**

**CAUCUS:**

The caucus meeting was called to order at 7:00 pm.

**ROLL CALL:** J. McFearin, S. Scaffide, G. Bellan, S. Barr, Walker, M. Stauffer and B. Furey

**ABSENT:**

**ALSO PRESENT:** Ted Yates, Mayor  
David Maistros, Law Director  
Sarah Buccigross, Finance Director – via Zoom  
Shannon Collins, Clerk of Council  
Mark Gutowski, Senior Communications Administrator

**Presentations:**

No presentations this evening.

**Items for Discussion:**

No items for discussion this evening.

**Audience Participation:**

Rob Benjamin & Ken Fisher – 34555 Chagrin Blvd., Moreland Hills

Mr. Benjamin & Mr. Fisher spoke on behalf of the property owners for the two rezonings (Ord. 103-2020 and 104-2020). Mr. Benjamin stated that the property in Ordinance 103-2020 is located at the corner of SR82 and Chamberlin Road, across from Whispering Woods which was just finished being developed with Ryan Homes. He stated that the property associated with Ordinance 104-2020 is where SR82 takes the turn with Ravenna Road. This land backs up to the Kent State Regional Campus.

Mrs. Walker asked what will be done with the wetlands. Mr. Benjamin stated he is working with their wetlands consultant on some plans for mitigation and/or enhance the wetlands onsite as well as mitigate some of the wetlands off site. He stated there is only so much you can do depending on the permit.

No further audience participations this evening.

**Pending Legislation:**

Ordinance 103-2020 - Rezoning of 1816 E. Aurora Road (Parcel 64-00589) from C-2 to R-5

Ms. McFearin stated that Ordinances 103 & 104-2020 along with Resolutions 05 & 06-2021 all pertain to the rezonings.

Mr. Maistros stated that the emergency clauses have been removed from 103 & 104 even though they have been read on three separate occasions.

Mr. Bellan asked about Resolutions 05 & 06-2021. Mr. Maistros stated these will still be an emergency so that the ballot language can get to the Board of Elections.

Ordinance 104-2020 - Rezoning of Ravenna Road property (Parcel 64-09009) from I-2 to R-5

Ordinance 04-2021 - Police and Fire Levy Ballot Language

Ms. McFearin stated this is on its third and final reading.

Mr. Maistros stated that the city has got the certification back from the auditor.

Resolution 05-2021 - Ballot Language Rezoning 1816 E. Aurora Road. Parcel #64-00589 12.3 acres

Resolution 06-2021 - Ballot Language Rezoning Property on Ravenna Road. Parcel #64-09009 13.3 acres

Ordinance 07-2021 - Sign Ordinance

Mr. Maistros indicated that council received a draft of this back in December. This is the first reading of the sign ordinance. He stated that political signs are covered in this which now places these under temporary signs. The ordinance as a whole addresses all signs from billboards to the address you may have on your home.

Mr. Bellan stated he has had questions regarding why the sign ordinance is so long. Mr. Maistros stated it does cover all signs and also address the approval processes for all.

Ordinance 08-2021 - Amendments to Chapter 147 Temporary Work Assignment

Human Resource Director, Michael Brown joined via Zoom and stated this will help the city when the need to fill department head position occurs. This will allow the city to place someone in this role temporarily and pay them accordingly. This gives the city time to review the structure of the department, post the job and do a thorough search and interview process.

Resolution 09-2021 - Honoring Black History Month

Mrs. Walker stated this is the first resolution made honoring Black History Month in the city. Thanked the mayor and Mrs. Collins for their help and support with this.

**Miscellaneous:**

Mr. Barr stated that for several years they have been trying to get a crosswalk with a flashing yellow light at Neille and Liberty Roads. There is a Safety Committee meeting schedule for March 9<sup>th</sup>. He is hoping to get a definitive answer when that will be installed. Mr. Bellan stated he has had several residents over the years come to him about this. Mr. Campbell sent him an email today that had some costs. Mayor Yates stated the project is a go for this year and should happen this spring.

No further miscellaneous this evening.

Meeting adjourned at 7:14 pm.

**Regular Council Meeting:**

Mr. McFearin called the Regular Council meeting to order at 7:30 pm.

**ROLL CALL:** J. McFearin, S. Scaffide, G. Bellan, S. Barr, Walker, M. Stauffer and B. Furey

**ABSENT:**

**ALSO PRESENT:** Ted Yates, Mayor  
David Maistros, Law Director  
Sarah Buccigross, Finance Director – via Zoom  
Shannon Collins, Clerk of Council  
Mark Gutowski, Senior Communications Administrator

**INVOCATION & PLEDGE OF ALLEGIANCE:**

Mr. Barr bestowed the Invocation and led Council in the Pledge of Allegiance.

**APPROVAL OF MINUTES:**

**MOTION TO APPROVE THE MINUTES FROM THE REGULAR COUNCIL MEETING ON JANUARY 12, 2021 AND SPECIAL COUNCIL MEETING ON JANUARY 19, 2021**

Moved by B. Furey, seconded by S. Scaffide

Upon roll call motion passed unanimously

**AWARDS & PRESENTATIONS:**

No awards or presentations this evening.

**AUDIENCE PARTICIPATION:**

No public participation this evening.

**COUNCIL COMMUNICATION AND REPORTS**

**Maureen Stauffer - Public Works, ARB, Twins Days, Compensation**

- Attended the ARB meeting on 1/21. Next meeting will be 2/4 @ 6:00pm.

- Case 21-01-09 – 1765 W Idlewood – Sunroom – Approved as noted
- Case 21-01-10 – 8900 Darrow Rd, Suite H-105 – Beltone Sign Review – Approved as submitted
- Case 21-01-11 – 2695 Creekside Dr. – Finders Keepers Sign Review – Approved as submitted
- Nothing to report this evening

**Bill Furey – Environmental, Treasury Investment, Community Relations, Tax Incentive**

- Sent his condolences to the Simecek Family
- Comprehensive Plan will meet 2/10 at 6:00pm via Zoom
- Environmental Commission will meet on 2/2 at 7:00pm via Zoom
- CIC has not met.
- Nothing to report this evening

**Scott Barr – Finance, Public Safety, Planning**

- Planning Commission’s meeting on 1/25 was cancelled. Their next meeting will be 2/22 at 7:00pm.
- Safety Committee will meet on 3/9 at 6:00pm.
- Finance Committee met earlier this evening. Congratulated Mr. Scaffide on being the new chairperson. Also congratulated the Finance Department on the Auditor of State award. Next Finance meeting will meet on 2/23.
- Nothing to report this evening

**Sam Scaffide – Finance, Capital Improvement, Public Works, Public Safety**

- Finance Committee met earlier this evening. They did a 2020 review, discussed 2021 appropriations, heard from Golf, Golf Maintenances, Parks & Rec, Fitness and Senior Center departments. They also discussed more permanent lighting options for city hall that can be used year round instead of just for the holidays. They discussed closing the sewer bank account that is no longer used, working on a multi-year financial plan. Congratulated the Finance Department on their Auditor Award. Their next meeting will be on 2/23 at 6:00pm.
- Nothing to report this evening

**Daisy Walker - Public Safety, Parks & Recreation, Chamber, Community Relations**

- Chamber of Commerce will meet on 2/16
- Community Relations Board will meet on 2/18
- Nothing to report this evening

**Greg Bellan – BZA, Public Works, Fitness Advisory, Charter Review**

- Attended the Finance Committee and Public Hearing meetings earlier this evening
- BZA will meet on 1/27 at 6:30pm via Zoom
- Public Works Committee will meet on 4/13 at 6:00pm
- Committee on Racism as a Public Health Crisis will meet on 2/8 at 7:00pm
- Nothing to report this evening

**Jo-Ann McFearin - Golf Advisory, Finance, Volunteer Fireman’s Board**

- Golf Advisory Board met on 1/19. There was not a quorum so not official meeting.
- Finance Committee met earlier this evening. Congratulated the Finance Department on their award. Thanked all of council for attending the finance meetings.
- Nothing to report this evening

**MAYOR'S REPORT:**

- Stated he has been on many calls lately about the COVID vaccine and where it will be offered locally
- Congratulated the Finance Department on the Auditor Award. Stated they have a great team in that department. Thanked Jennifer, Brenda and Karen for all their work.
- Healthcare renewal is coming up. The city has been working toward being self-insured and it will be rolled out this year.
- Congratulated Police Lt. Tom Mason on completing Law Enforcement Executive Course
- Stated the light at the crosswalk at Neille and Liberty Road will be installed this year.
- Stated the city will be doing some seasonal hiring but just not sure what that will look like depending on COVID
- Condolences to former Fire Chief Simecek's family. Chief Simecek was with the city for 40 years.
- Nothing further to report this evening

**DEPARTMENT HEAD REPORTS:**

No Department Head reports this evening.

**LEGISLATION**

**ORDINANCE 103-2020** - AN ORDINANCE REZONING CERTAIN PROPERTY LOCATED AT 1816 E. AURORA ROAD, TWINSBURG, OHIO (PARCEL #64-00589) FROM C-2 (COMMERCIAL) USE TO R-5 (RESIDENTIAL) USE (Stands on Second Reading)

Read by S. Collins

**MOTION: TO ADOPT ORDINANCE 103-2021**

Moved by J. McFearin, seconded by B. Furey

Ms. McFearin stated this was on its third reading. A public hearing was held earlier this evening. This will be taken to the Board of Elections to be put on the May ballot.

Upon roll call motion passed unanimously

**ORDINANCE 104-2020** - AN ORDINANCE REZONING CERTAIN PROPERTY LOCATED AT RAVENNA ROAD, TWINSBURG, OHIO (PARCEL #64-09009) FROM I-2 (INDUSTRIAL) USE TO R-5 (CLUSTER RESIDENTIAL) USE (Stands on Second Reading)

Read by S. Collins

**MOTION: TO ADOPT ORDINANCE 104-2021**

Moved by J. McFearin, seconded by S. Scaffide

Ms. McFearin stated this was on its third reading. This will be taken to the Board of Elections to be put on the May ballot. Also discussed at the public hearing earlier this evening.

Upon roll call motion passed unanimously

**ORDINANCE 04-2021 - AN ORDINANCE SUBMITTING A PROPOSED TAX LEVY TO THE SUMMIT COUNTY BOARD OF ELECTIONS REQUESTING THAT THEY PLACE A 2.4 MILL TAX IN EXCESS OF THE TEN MILL LIMITATION PROVIDING SUPPORT OF THE CITY OF TWINSBURG POLICE AND FIRE DEPARTMENT'S CAPITAL FUND AND THE POLICE AND FIRE PENSION FUNDS ON THE CITY OF TWINSBURG BALLOT AT THE PRIMARY ELECTION ON MAY 4, 2021; AND DECLARING AN EMERGENCY (Stands on Second Reading)**  
Read by S. Collins

**MOTION: TO PLACE ORDINANCE 04-2021 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by J. McFearin, seconded G. Bellan

Ms. McFearin stated this is on its third reading. The reason for the emergency is to get this to the Board of Elections before their deadline for the May ballot.

Mr. Bellan stated that options have been discussed over the past few years. There is a need to support police and fire. The community expressed that they would be in favor of supporting those departments and there for he will be voting yes.

Mr. Barr option to put this on the May ballot and stems from a lot of work from the city and is in concert with the responses received from the community outreach survey. Council and mayor listened to the results of the survey. Mr. Barr stated he will be voting yes on this tonight.

Mayor Yates stated that as the city looks forward to this passing there is still a need beyond this particular levy. If this millage passes, there will be separate accounts that the monies will go into.

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 04-2021 AS AN EMERGENCY**

Moved by J. McFearin, seconded by M. Stauffer

Upon roll call motion passed unanimously

**RESOLUTION 05-2021 - A RESOLUTION REQUESTING AND AUTHORIZING THE SUMMIT COUNTY BOARD OF ELECTIONS TO PLACE UPON THE CITY OF TWINSBURG BALLOT AT THE PRIMARY ELECTION OF MAY 4, 2021, THE QUESTION OF WHETHER ORDINANCE 103-**

2020 REZONING CERTAIN PROPERTY FROM C-2 (COMMERCIAL) USE TO R-5 (RESIDENTIAL) USE BE APPROVED; AND DECLARING AN EMERGENCY  
Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 05-2021 AS AN EMERGENCY**

Moved by J. McFearin, seconded by B. Furey

Upon roll call motion passed unanimously

**RESOLUTION 06-2021** - A RESOLUTION REQUESTING AND AUTHORIZING THE SUMMIT COUNTY BOARD OF ELECTIONS TO PLACE UPON THE CITY OF TWINSBURG BALLOT AT THE PRIMARY ELECTION OF MAY 4, 2021, THE QUESTION OF WHETHER ORDINANCE 104-2020 REZONING CERTAIN PROPERTY FROM I-2 (INDUSTRIAL) USE TO R-5 (RESIDENTIAL) USE BE APPROVED; AND DECLARING AN EMERGENCY

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 06-2021 AS AN EMERGENCY**

Moved by J. McFearin, seconded by M. Stauffer

Upon roll call motion passed unanimously

**ORDINANCE 07-2021** - AN ORDINANCE AMENDING CHAPTER 1173 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG REGARDING “SIGNS”

Read by S. Collins

Ms. McFearin stated this is the first reading on this ordinance.

Mr. Maistros stated this the entire section on signs. This has been through our Planning Commission and also Larry Finch’s office.

**ORDINANCE 08-2021** - AN ORDINANCE AMENDING SECTION 147.10 OF THE CODIFIED ORDINANCES OF THE CITY OF TWINSBURG REGARDING EMPLOYEES “WORKING OUT OF CLASSIFICATION”; AND DECLARING AN EMERGENCY

Read by S. Collins

**MOTION: TO PLACE ORDINANCE 08-2021 ON THE THIRD AND FINAL READING AND DECLARING AN EMERGENCY**

Moved by J. McFearin, seconded B. Furey

Mayor Yates stated this language change will allow employees to temporarily work out of classification and for the salary to be modified during that time period. This is only for senior management or director positions.

Upon roll call motion passed unanimously

**MOTION: TO ADOPT ORDINANCE 08-2021 AS AN EMERGENCY**

Moved by J. McFearin, seconded by B. Furey

Mr. Furey stated he thought this was a good move by Mr. Brown and the mayor. This will allow the city to search out the best candidates to fill jobs.

Upon roll call motion passed unanimously

**RESOLUTION 09-2021 - A RESOLUTION HONORING BLACK HISTORY MONTHLY IN THE CITY OF TWINSBURG**

Read by S. Collins

**MOTION: TO ADOPT RESOLUTION 09-2021**

Moved by J. McFearin, seconded by D. Walker

Mrs. Walker stated this resolution was well needed in the city and goes along with the Committee on Racism.

Upon roll call motion passed unanimously

**UNFINISHED BUSINESS, NEW BUSINESS, MISCELLANEOUS**

**Mr. Scaffide:**

- Nothing further this evening

**Mr. Barr:**

- Stated our Golf Course was ranked #2 in the state and #1 for a public course
- Encouraged the residents to reach out to their elected representatives or city staff to get information before posting to social media. The city is working hard to improve communication but need the residents help as communication needs to go both ways in order to work.
- Nothing further this evening

**Mrs. Walker**

- Sent her condolences to the family for former Fire Chief Simecek
- Nothing further this evening

**Mr. Furey:**

- Thanked Mr. Barr for his comments and also reiterated that the city is making an effort to reach out to the community more.
- Nothing further this evening



**Mr. Bellan:**

- Thanked Mr. Campbell, Ms. Mohr and the Mayor for ensuring the crosswalk light at Neille and Liberty Road will be installed this year.
- Thanked Mrs. Collins for her assistance with a resident.
- Nothing further this evening

**Mrs. Stauffer:**

- Sent her condolences to the family for former Fire Chief Simecek
- Nothing further this evening

**Mayor Yates:**

- Nothing further this evening

**Mr. Maistros**

- Nothing further this evening

**Mrs. Collins**

- Sent her condolences to the family for former Fire Chief Simecek and to all the personnel at the Fire Department that knew him.
- Nothing further this evening

**Ms. McFearin:**

- Nothing further this evening

**ADJOURNMENT:**

Meeting unanimously adjourned at 8:07pm.

Attest:

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Jo-Ann McFearin  
President of Council

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Shannon Collins  
Clerk of Council